

MINUTES

Strategic Planning Committee

Meeting: Wednesday, September 4, 2019, 10:00 AM

Location: Small Meeting Room

Present: Arthur Autorino; Joanna Buffington; Mary Shaw; Karen Strauss; Martin McDonald; Brian Ridgeway; Scott Kerry; Benten Niggel (Remotely); Paul Lagg; Avery Wolfe, JM Goldson; Jacqui Beebe, Town Administrator

Arthur Autorino, Vice Chair, called the meeting to order at 10:00 AM

Review and Discuss Revised Draft of the Strategic Plan

- Paul Lagg advised that he just sent out a worksheet to the staff asking for their input on the metrics for the plan. He will work with Avery to update the metrics in the plan based on their feedback.
- The committee reviewed the plan in further detail and provided information to Avery to update
- The plan should be a smaller document – 10 to 20 pages - and the appendices can be referenced and easily found for those who want to review it
- Does this have to be voted on at Town Meeting? No, it should be a presentation at Town Meeting and accepted by the Town as a policy of the Select Board
- The Committee reviewed each strategy and the following will outline some of the main points but not format or wording.
 - Strategy 1
 - Paul is asking the Health Agent to review for final input
 - Board of Health will also review and comment
 - Page 6 - c.d. – Responsible and Supporting Entities for 2 and 3 should be reversed
 - Strategy 2
 - Be more general re properties as some listed have been done and some pending are not listed
 - Page 7 - Add Open Space Committee as Responsible Entity for 1 and 3 and Supporting Entity for 2 and 4
 - Page 8 & 10 – Staff should be the responsible entities and Committees/Boards should be the supporting entities
 - Page 9 – Add Finance Committee and Chamber of Commerce as Supporting Entities as noted
 - Page 10 – Add Select Board as Supporting Entity
 - Strategy 3
 - Page 12 – Education Center is the Cape Cod Children’s Place; Schools should be supporting entities
 - Page 13 – Remove specific agencies and change to local housing agencies and move to supporting entities
 - Page 14 – Add Planning Board as supporting entity in number 7, add Library as supporting in all
 - Strategy 4
 - Page 15 – Add to address rotary which is in a flood zone and develop evacuation plans
- Clarify the Appendices to include a key word
- Email Avery any further information or updates
- Paul asked to change the metrics for sidewalks and crosswalks from miles to connect with the Complete Streets plan. Paul and Avery will make the changes ensuring that they are measurable.
- Paul also noted that metrics currently have numbers of housing units and he would like to move to be in line with the Housing Production Plan.

Next Steps

- Final draft will be to committee by September 20
- Schedule next meeting for September 23 – consultant by phone
- Presentation to the Select Board will be scheduled at the September 23rd meeting

Reorganization of Committee

Brian Ridgeway made a motion to appoint Arthur Autorino as Chair

Mary Shaw seconded the motion

VOTE: Yes 7, No 0

Arthur Autorino made a motion to appoint Mary Shaw as Vice Chair

Brian Ridgeway seconded the motion

VOTE: Yes 7, No 0

Review and Approve Minutes

July 17, 2019

Brian Ridgeway made a motion to approve the minutes of July 17, 2019 with an edit

Karen Strauss seconded the motion

VOTE: Yes 7, No 0

July 22, 2019

Mary Shaw made a motion to approve the minutes of July 22, 2019

Karen Strauss seconded the motion

VOTE: Yes 7, No 0

Other Business

None

Adjournment

Joanna Buffington made a motion to adjourn at 11:33 AM

Karen Strauss seconded the motion

VOTE: Yes 7, No 0

Respectfully submitted,



Laurie Gillespie-Lee